

Sullivan County NH

Type of meeting: Board of Commissioners Public Business Meeting Minutes

Date/Time: Tuesday, May 20, 2008; 3:05 PM

Place: Unity County Complex, Sullivan County Health Care Facility, 5 Nursing Home Drive, Recreation Room

Attendees: Commissioner Jeffrey Barrette – *Chair* and Bennie Nelson – *Vice Chair*; Greg Chanis – *Interim County Administrator*; County High Sheriff Michael Prozzo; Ted Purdy – *SCHC Administrator*; Ross Cunningham – *DOC Superintendent*; Marc Hathaway – *County Attorney* (arrived later in meeting); Sharon Johnson-Callum (minute taker). Commissioner Ethel Jarvis was absent from the meeting.

Other attendees: Bill Royce – President of Sullivan County Sportsman Club; Karen Davis – Unity NH property owner; Bob Dole – Claremont Sportsman Club President; Mr. Mosier; State Delegates Suzanne Gottling and Larry Converse

3:06 The Chair, Jeffrey Barrette, brought the meeting to order. Mr. Purdy led all in the *Pledge of Allegiance*.

Agenda Item No. 1 Review and Ratification of the MS42 Form

The Chair tabled review and ratification of the MS42 to 5/27/08.

Agenda Item No. 2 Sheriff's Office Report

Agenda Item No. 2.b. Any other business - Highway Safety Grant

Sheriff Prozzo has the opportunity to renew a NH State Highway Safety grant that covers radar patrols, 22 four (4) hour patrols, and just needed authorization to enter into the grant.

3:08 Commissioner Nelson moved the Board to accept the highway safety grant and to authorize the Chair to sign the forms. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously. Commissioner Jarvis was absent from the vote.

Agenda Item No. 2.b. Any other business - Federal Surplus Authorization Form

Sheriff Prozzo brought to the Board's attention a form requiring the Chair to sign that authorized those in his department to sign for picking up surplus from the Federal building in Concord. Ms. Johnson-Callum noted the same type of form was approved recently by the Board for two additional names added to the Commissioners account: Heather Presch and Mark Kenney, however, the Feds requested new forms to be

signed by the Sheriff and the County Commissioners for all authorized collect Federal surplus. Ms. Johnson-Callum did not have the other form with her, as it just arrived.

3:10 Commissioner Nelson moved to authorize the Chair to sign both the Sheriffs and regular County Federal Surplus forms. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously. Commissioner Jarvis was absent from the vote.

Agenda Item No. 2

Sheriff's Office Report: Firing Range Update

Sheriff Prozzo reviewed a display board showing pictures of the three firing range sites proposed and discussed the following for each site:

- ☐ Site 1 – Salt shed area - easy access, plenty of parking, and minimal site work needed. Sheriff Prozzo has spoken to residents in this area. He recommends this site over the other two.
- ☐ Site 2 – Marshal Pond area – easy access and plenty of parking. Disadvantages: close to residential area, some site work required, with the conservation easement they are unclear if there would be any type of stipulation for this type of project, and site is far off the main road.
- ☐ Site 3 – Old gravel pit off Center Road, by cemetery. Disadvantages: no parking, close to residential area, lots of site work required - such as logging and cleaning, plus, site is also far off the main road. With sites far away from the main road, it would not only be inconvenient for law enforcement to get to for practicing, but to monitor the site for those that are not allowed to be there. Sheriff's main objective is to find a suitable site within the County borders for the county law enforcement to use for annual certification. While reviewing sites he was approached by local county sportsman clubs interested in collaborating with the Sheriff, the County and other law enforcement, for range time.

Mr. Royce spoke in support of a local firing range for law enforcement that could be shared with area sports men. He noted their club has access to manpower and large equipment to help create the range area.

Sheriff confirmed he's held minimal conversation with sportsmen, at this point, and does not have a draft scope of service for the range. He is just seeking the blessing of Commissioners, first, his officers would mainly use the range in June for certification; they'd work with a sign out sheet with other law enforcement; they'd want to hold public hearings and address safety issues, decide on days/times and restrictions. Sheriff noted other law enforcement Chiefs, he has spoken to, have received no negative feedback opening a range to local sportsman clubs, but he wants to seek approval for a site first, then return with a diagram. Commissioner Barrette requested he return with a site plan illustrating the proximity to neighbors, the project cost and usage. Mr. Royce noted clubs would probably not use the range from December through April, and feels returning to the Board with a draft proposal doable by the next Board meeting. Commissioner Nelson noted they'd need fairly defined hours. Mr. Royce noted the abutter's preference on hours of usage would be part of the proposal. Commissioner Nelson noted he'd like to have the site on County land and be good neighbors too.

Commissioner Barrette opened the floor to public comments.

Karen Davis, Unity Citizen / Abutter to Site 1

Ms. Davis noted she made a phone call to Sheriff Prozzo expressing displeasure about the firing range proposal. Her son owns 15 acres abutting the proposed site, they have two (2) young boys, and this proposal does not enhance the value of the house. She and her husband currently live part way up the main road, but own a 30 acres lot abutting the proposed site, which they planned as their retirement home lot. She asked if the County had looked at any sites around the Sullivan County nursing home? She is also curious if the proposal was restricted to just the Sheriff's Office or possibility of opening to sportsman, which would extend the hours to something that is not good for any neighbors. Sheriff has not looked at any site around the nursing home, as there was none he knew of with road access and parking; however, he is open to looking at any new site proposal(s). Ms. Davis questioned if the new jail expansion would encompass an indoor range. Sheriff indicated indoor ranges are very expensive, so, typically, law enforcement avoid these facilities. Ms. Davis noted Sturm Ruger has an indoor underground range. Commissioner Nelson requested Mr. Chanis research indoor shooting range costs. Commissioner Barrette requested a hearing be planned to view a draft proposal and to hold open discussions. Commissioner Barrette feels the proposal is a decent proposal if details can be acceptable for both abutters and users.

Commissioner Barrette entertained a motion to move forward. Commissioner Nelson indicated he'd be looking at more restrictive hours at the Salt Shed site, than out back at the nursing home. The group discussed offer of heavy equipment, which could be used to develop any proposed site near the nursing home. Sheriff Prozzo noted they could look at this property, and just wanted the Board's blessing to go ahead with using County land, to continue a dialogue with them on various sites, but that it's important to proceed to find a site. Commissioner Barrette noted their primary goal is to make a spot for law enforcement to use in order to get certified.

Bob Dole, Claremont Citizen/local sportsman's club President

Mr. Dole indicated their club has been looking for a range site for many years, received negative feedback on the site by the cemetery and likes the Salt Shed site area. He pointed out a bill was introduced to legislation indicating every County needed to have a shooting range; and though the bill was thrown out, Sullivan County is the only county without a firing range, but needs one. He feels as taxpayers, they should be allowed the opportunity to use the range also. Mr. Dole noted he's familiar with the land around the nursing home, and willing to look at it, also, for a proposed site. He attended today's meeting with Mr. Mosier who is experienced with the specs / designs of firing ranges. Mr. Mosier indicated as far as the scope of range, they are looking at 10 rifle targets, built to specification, they'd bring in a NRA range technician, the range would be 400' width, 300 yards in depth, 20 foot minimum berms, 15 feet beyond target area, therefore, would have sufficient buffer zones.

Agenda Item No. 3

DOC Superintendent's Report

Agenda Item No. 3.a.

Community Correction & Jail project review and ratification

Tabled to the 5/27/08 meeting.

Agenda Item No. 3.b.

Census Update

Superintendent Cunningham distributed copies of census [See Appendix A]. They have a 10 deep waiting list for those to enter into the THU.

Agenda Item No. 3.c. Staffing Update

Superintendent Cunningham noted 29 positions of 30 are filled. He briefed the Board on a recent family member of one of his Officers passing away. He noted Mr. Gramuglia and Mr. Mahair are ½ way through the NHAC Officer Academy. Graduation is planned for 5/30/08.

Agenda Item No. 4. **Interim County Administrator Report**

Agenda Item No. 4.a. FY09 Budget Review Update

Mr. Chanis noted the Delegation EFC continues to work on the FY 09, moving forward.

Agenda Item No. 4.b. FY 08 Potential Request for Transfers

Mr. Chanis distributed copies of *Request For Transfer of Funds* forms received from the Sullivan County Health Care, Sheriff's Office, DOC; and a 4-page form from those departments he is responsible for [Appendix B. 1 - 6].

3:45 Commissioner Nelson moved to approve and send the transfers on [to the EFC]. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously. Commissioner Jarvis was absent from the vote.

Agenda Item No. 4.c. Vote to Authorize Interim County Administrator to sign Primex forms regarding the new health insurance.

Mr. Chanis was seeking a motion to authorize the Interim County Administrator to sign documents related to the change of health care, from LCG to Primex: Harvard Pilgrim.

3:46 Commissioner Nelson moved to authorize the Interim County Administrator to sign the necessary documents to change the health care plan to Harvard Pilgrim. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously. Commissioner Jarvis was absent from the vote.

Non Agenda Item McLaughlin Farm Bank Erosion Site Visited Last Year That Exposed the Septic Line

Commissioner Nelson requested Mr. Chanis to visit the site where the riverbank eroded on the property owned by McLaughlin exposing the septic pipe running from the Unity Complex to Claremont. Mr. Chanis pointed out Claremont was responsible for the pipe, therefore, any work to maintain it, but would review the area to make sure the bank is holding up and report back to the Board.

Agenda Item No. 5

Sullivan County Health Care Administrator Report

Agenda Item No. 5.a. Census

Mr. Purdy reviewed [Appendix C. 1 - 7]

- ◇ April 2008 Medicare, Private, Medicaid, HCBC census, revenue, average per day from actual to budgeted and variance. Net revenue is charges minus expenses, for part B we get paid based on CPT code and based on contract, 78% of charges, so this is net minus charges. Private above budget.
- ◇ Sullivan County Nursing Home Quarterly Resident Census
- ◇ Medicare Length of Stay Analysis, provides 12 month "look behind" of Medicare Net Revenue, admits and discharges and % of MCR
- ◇ Summary Admission / Discharge List for HCB, MCD, MRA, PVT; 29% of discharges went home due to skilled work in rehab
- ◇ Summary Admission / Discharge List Totals for 4/1/08 – 4/30/08
- ◇ Summary Admission / Discharge List HCB, INS, MCD, MCP, MRA, PVT from 7/1/07 to 4/30/08 for 4/1/08 – 4/30/08
- ◇ Summary Admission / Discharge List Totals for 7/1/07 through 4/30/08; 30% discharged to home or lower level of care
- ◇ Current census at 131 with 1 resident in hospital

In response to Commissioner Barrette asking how he felt the SCHC standing was in the community, Mr. Purdy noted they are getting better. They held an open house for the rehab division and system, with visitors from Community Alliance, Summer Crest, and new organizations throughout the area – rejuvenating alliances. He feels the new External Care Coordinator (ECC) is being well received in the community and is working hard to meet and greet referral sources and identify others in the community. The new ECC will be formalizing a marketing plan, and will bring the marketing committee back on board, looking at both internal and outside issues. Mr. Purdy confirmed the ECC has been using the County car, from the SCHC facility to places he needs to connect with. The car has recently had minor repairs.

Agenda Item No. 5.b. Staffing

They are performing an RN orientation who will work full time at nights. They've hired two new GPN's, these are brand new grads, starting in June. They have three (3) LNA's in the hiring process, awaiting background checks to come on board.

Non Agenda Item

\$136,838.67 Proposed Sullivan County Health Care Uncollectible Account Write Off Amount

Mr. Purdy provided a sheet [stamped "CONFIDENTIAL"] detailing unpaid resident accounts and the proposed total write off of \$136,838.67. Mr. Purdy indicated some accounts go back as far as 2004; the majority are 2006 and 2007. Mr. Chanis noted \$200,000 was budgeted on the Medicaid expense side for write offs and accounts receivable was reduced. He noted, the way he understand it, from advise from Graham & Graham and Melanson Heath & Company, the County does no charge for write offs until they reach \$200,000; if amounts are less, they adjust down the write offs for next year. Mr. Chanis will follow up with Melanson Heath & Co to find out how this process unfolds throughout the year. Commissioner Barrette is not comfortable approving write offs unless the auditors explicating say how the process goes, including maximum and minimums. He requested Mr. Chanis to attain written

opinion from Melanson Heath & Co. Mr. Chanis confirmed he'd present mechanical workings two meetings from now. Mr. Chanis and Mr. Purdy noted their objective is to do these quarterly in the future.

Agenda Item No. 6 Commissioners' Report

Agenda Item No. 6.a. County Organizational Chart

The Commissioners stated they needed an organizational chart that works better and tabled discussions 5/27 meeting. Mr. Chanis reminded them Mr. Hathaway would like to participate in discussions of this with the Board.

Agenda Item No. 6.b. Coordinate Public Hearing Date for FY09 Proposed
County Commissioners' Budget with Delegation Chair,
per RSA 24:23. hearing depends on date MS42 is
mailed form office

The Commissioners tabled this to next meeting, when the MS42 form would be reviewed.

Non Agenda Item Gas Account with T-Bird

Mr. Chanis noted they received notice from T-Bird they were eliminating all gas accounts - where you drive in and charge - effective June 30th. Mr. Chanis would like to apply for gas cards allowing ease at monitoring, plus, it would make it more restrictive. He noted they are discussing this option and how many cards would be necessary for each department.

4:14 Commissioner Nelson moved to authorize the Interim County Administrator to apply for Citgo gas cards, with appropriate controls. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously. Commissioner Jarvis was absent from the vote.

Agenda Item No. 7 Public Participation

There was none.

4:15 The meeting recessed for a break.

4:22 The meeting reconvened.

Agenda Item No. 8 Meeting Minutes

The Board tabled review and discussions regarding the minutes to the 5/27 meeting.

4:23 Commissioner Barrette moved to go into Executive Session to discuss a pending contract [Per RSA 91.A.3.II.c., d. & e.] Commissioner

Nelson seconded the motion. Those in Executive Session included: Commissioner Barrette and Nelson, County Attorney Marc Hathaway, S.C.H.C. Administrator Ted Purdy and Sharon Johnson-Callum (minute taker). A role call vote was taken. The motion carried, unanimously. Commissioner Jarvis was absent from the vote.

5:25 Commissioner Nelson moved to come out of Executive Session. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously. Commissioner Jarvis was absent from the vote.

5:26 Representative Peter Franklin entered the room

Ms. Johnson-Callum provided Mr. Franklin copies of the nursing home census, DOC census, and FY08 budget transfer request forms.

Special Meeting Date/Time Scheduled

The Commissioners will hold a special meeting, reconvened, meeting 5/27/08 @ 3:30 PM in Newport to review the MS42, the Community Corrections/Jail Remodeling proposal [Appendix D. 1 - 10] and all other tabled items from this meeting.

Legal Opinion Status

The Board requested Ms. Johnson-Callum to check with Mr. Chanis on the status of the legal opinion letter regarding Genesis and if the dollars were in the parameters. They'd like to have an update at Tuesday's special meeting.

5:34 Mr. Franklin left the meeting.

5:35 Commissioner Nelson moved to adjourn the meeting. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously. Commissioner Jarvis was absent from the vote.

Respectfully submitted,


Ethel Jarvis, Clerk

EJ/s.j-c.

Date signed: 6-03-08



Sullivan County NH, Board of Commissioners Business Meeting

Revised - AGENDA

REGULAR BUSINESS MEETING

Tuesday, May 20, 2008, Time 3 PM

Place: UNITY Complex,

Sullivan County Health Care Facility, 5 Nursing Home Drive Unity NH

- | | | |
|--------------------------|------------|--|
| 3:00 PM – 3:30 PM | 1. | Review and Ratification of MS42 Form |
| 3:30 PM – 3:45 PM | 2. | Sheriff's Office Report
a. Firing Range Update
b. Any other new or old business |
| 3:45 PM – 4:05 PM | 3. | D.O.C. Superintendent's Report
a. Community Correction & Jail project review and ratification
b. Census Update
c. Staffing Update |
| 4:05 PM – 4:25 PM | 4. | Interim County Administrator Report
a. FY 09 Budget Review Update
b. FY 08 Potential Request For Transfers
c. Vote to authorize Interim County Administrator to sign Primex forms regarding the new health insurance |
| 4:25 PM – 4:45 PM | 5. | Sullivan County Health Care Administrator Report
a. Census
b. Staffing |
| 4:45 PM – 5:00 PM | 6. | Commissioners' Report
a. County Organizational Chart review & ratification
b. Coordinate Public Hearing Date for FY09 Proposed County Commissioners' Budget with Delegation Chair, per RSA 24:23. Hearing depends on date MS42 is mailed from office. |
| 5:00 PM – 5:10 PM | 7. | Public Participation |
| 5:10 PM – 5:15 PM | 8. | Meeting Minutes Review
a. Mar. 28, 2008 – April 24 th FY 09 Budget Review Meetings with Commissioners & Dept Heads
b. Apr. 29, 2008 Public Meeting Minutes
c. Apr. 29, 2008 4:16 PM Exec. Sess. Per RSA 91.A.3.II.c, d and e Meeting Minutes
d. Apr. 29, 2008 4:42 PM Exec. Sess. Per RSA 91.A.3.II.e
e. May 9, 2008 Special Meeting Minutes
f. May 9, 2008 8:34 AM Executives Session Minutes |
| 5:15 PM – 5:30 PM | 9. | Executive Session Per RSA 91.A.3.II.c.d.& Pending Contract Issue |
| 5:30 PM | 10. | Adjourn meeting. |

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.



Sullivan County NH, Board of Commissioners Business Meeting
Revised - AGENDA

Upcoming Events/Meetings:

- **May 23rd, Fri. Sullivan County Delegation: EFC Meeting**
 - **Time: 10 AM.** Place: Remington Woodhull County/State Complex, 14 Main Street, Newport NH - Commissioners' Conference Room
- **May 26th, Mon. Newport County / State Complex Closed in observance of Memorial Day.**
- **May 27th, Tue. Sullivan County Delegation: EFC Meeting**
 - **Time: 3 PM.** Place: Remington Woodhull County/State Complex, 14 Main Street, Newport NH - Commissioners' Conference Room.
- **May 30th, Fri. Sullivan County Delegation: EFC Meeting**
 - **Time: 10 AM.** Place: Remington Woodhull County/State Complex, 14 Main Street, Newport NH - Commissioners' Conference Room
- **Jun 2nd, Monday. NH State DHHS Commissioner Toumpas visits Sullivan County Health Care Facility. Time: 9 AM**
- **Jun 3rd, Tue. Sullivan County Delegation: EFC Meeting**
 - **Time: 10 AM.** Place: Remington Woodhull County/State Complex, 14 Main Street, Newport NH - Commissioners' Conference Room
- **Jun 3rd, Tue. Next Board of Commissioners Meeting**
 - **Time: 3 PM.** Place: Remington Woodhull County/State Complex, 14 Main Street, Newport NH - Commissioners' Conference Room.
- **Jun 5th, Thu. Sullivan County – NH State Incentive Funds Applicant Interviews**
 - **Time: 9 AM.** Place: Unity County Complex, Ahern Building.
- **Jun 8th, Sun. Annual Free Pancake Breakfast**
 - **Time: 7 AM – 11 AM.** Place: Unity NH, Sullivan County Health Care Facility.

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.

Sullivan County Department of Corrections

Population Data

TO: Supt. R. Cunningham
FR: Corporal D. Gokey

Tuesday, May 20, 2008

POPULATION DATA

House of Corrections	Pre-Trial Inmates	Protective Custody
Male – 32	Male – 45	Male - 0
Female – 6	Female – 3	Female - 0
Total Population (In House) – 86		
Home Confinement	THU	NHSP
Male – 4	Male – 16	Male - 4
Female – 3	Female – 0	Female - 2
Merrimack County Admin Transfer	Grafton County Admin Transfer	Cheshire County Admin Transfer
Male – 3	Male – 2	Male - 2
Female – 0	Female – 0	Female – 1
Hillsborough County Admin. Transfer	Belknap County Admin. Transfer	Phoenix House
Male – 3	Male – 0	Male – 1
Female – 0	Female – 1	Female – 0
Farnum Center	Weekender	
Male – 0	Male – 1	
Female – 1	Female – 0	

Total Census – 130

REQUEST FOR TRANSFER OF FUNDS

DEPARTMENT: Sullivan County SheriffDATE: May 15, 2008

C D

	Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
1	.Group Health Ins.	10440-11012	\$8,000		
	.Gasoline	10440-16069		\$8,000	
2	Retirement	10440-11013	\$3,000		
	FICA	10440-11010		\$3,000	
3					
4					
5					
6					

M. Papp 5-15-08
Dept. Head / Date

[Signature]
Commissioner Chair / Date

[Signature] 5-15-08
Interim County Manager / Date (when applicable)


[Signature]
Executive Finance Committee Chair / Date

 ORIGINAL

REQUEST FOR TRANSFER OF FUNDS

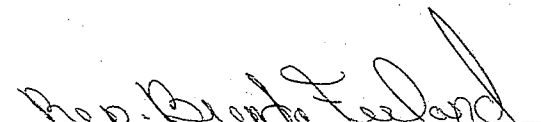
DEPARTMENT: DOCDATE: 5/16/2008

	Account description	Account Number	Transfer		Purpose of Transfer
			From	Transfer To	
1	Employee Salaries	10.600.10001	\$4,332.00		High cost of fuel oil (have 2 vacancies in employee salary line)
	Fuel Oil	10.600.16065		\$4,332.00	
2	Employee Salaries	10.600.10001	\$743.00		Vehicle damage - deer accident
	Vehicle Repair	10.600.19084		\$743.00	
3					
4					
5					
6					


 Dept. Head / Date


 Commissioner Chair / Date


 Interim County Manager / Date (when applicable)


 Executive Finance Committee Chair / Date

 **ORIGINAL**

REQUEST FOR TRANSFER OF FUNDS

DEPARTMENT: Commissioner's Office

DATE: 5/20/08

	Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
1	E.T Buyback	10.400.10007	499.40		To cover cost of current over expenditure and anticipated costs through the end of the fiscal year
	Overtime	10.400.10008		499.40	
2	NHAC Conference Preperation	10.400.15050	1,001.00		To cover cost of current over expenditure and anticipated costs through the end of the fiscal year
	Overtime	10.400.10008		1,001.00	
3	NHAC Conference Preperation	10.400.15050	51.00		Current overexpenditure. No additional transfers anticipated
	Unemployment Compensation	10.400.11015		51.00	
4	NHAC Conference Preperation	10.400.15050	2,819.00		Over expenditure due to NHAC dues having gone up and exceeding budgeted amount
	Dues, Licenses and Subscriptions	10.400.13037		2,819.00	

DEPARTMENT: Auditor's

DATE: 5/20/08

	Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
1	Contract Services (Accounting)	30.409.12029	3,511.00		Current overexpenditure. No additional transfers anticipated
	Audit	10.402.02021		3,511.00	

DEPARTMENT: County Manager

DATE: 5/20/08

	Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
1	Contract Services (Accounting)	30.409.12029	1,700.00		Cost for 3 day Governmental Accounting seminar, hotel and airfare
	Education and Training	10.403.11017		1,700.00	

2

Gasoline	10.403.16069	344.47		Reflects change to Interim County Administrator using own vehicle as opposed to county owned vehicle
Travel	10.403.11019		344.47	

DEPARTMENT: Payroll Office

DATE: 5/20/08

1

Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
General Maintenance and Repair	10.405.19082	11.17		Current overexpenditure. No additional transfers anticipated
Unemployment Comp. Insurance	10.405.11015		11.17	

DEPARTMENT: Conservation District

DATE: 5/20/08

1

Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
General Maintenance and Repair	10.406.19082	11.17		Current overexpenditure. No additional transfers anticipated
Unemployment Comp. Insurance	10.406.11015		11.17	

DEPARTMENT: Wooddhull County Complex

DATE: 5/20/08

1

2

Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
General Maintenance and Repair	10.460.19082	82.33		Current overexpenditure. No additional transfers anticipated
Workers Compensation Insurance	10.460.11014		82.33	
General Maintenance and Repair	10.460.19082	11.17		Current overexpenditure. No additional transfers anticipated
Unemployment Comp. Insurance	10.460.11015		11.17	

DEPARTMENT: Cooperative Extension

DATE: 5/20/08

	Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
1	Salaries	10.475.10001	16.93		Current overexpenditure. No additional transfers anticipated
	Unemployment Comp. Insurance	10.475.11015		16.93	
2	Salaries	10.475.10001	466.17		Current overexpenditure. No additional transfers anticipated
	Fuel Oil	10.475.16065		466.17	
3	Salaries	10.475.10001	56.73		Current overexpenditure. No additional transfers anticipated
	Water	10.475.16063		56.73	
4	Salaries	10.475.10001	107.50		Current overexpenditure. No additional transfers anticipated
	General Maintenance and Repair	10.475.19082		107.50	

DEPARTMENT: Human Resources

DATE: 5/20/08

	Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
1	Office Supplies	30.520.13036	22.34		Current overexpenditure. No additional transfers anticipated
	Unemployment Comp. Insurance	30.520.11015		22.34	

DEPARTMENT: Wooddhull County Complex

DATE: 5/20/08

	Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
1	Earned Time Buyback	30.550.10007	275.00		Current Over expenditure
	Vehicle Repair	30.550.19084		275.00	
2	Earned Time Buyback	30.550.10007	100.00		Current overexpenditure. No additional transfers anticipated
	Education and Training	30.550.11017		100.00	

DEPARTMENT: Laundry and Linen

DATE: 5/20/08

Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
General Maintenance and repair	40.560.19082	200.00		Current overexpenditure. No additional transfers anticipated
Workers Compensatio Insurance	40.560.11014		200.00	

DEPARTMENT: Housekeeping

DATE: 5/20/08

Account description	Account Number	Transfer From	Transfer To	Purpose of Transfer
Salaries	40.570.10001	206.80		Current overexpenditure. No additional transfers anticipated
Earned Time Buyback	40.570.10007		206.80	

N/A
Dept. Head / Date Greg Chanis 5/20/08

Greg Chanis 5/20/08
Interim County Manager / Date (when applicable)

[Signature]
Commissioner Chair / Date

[Signature]
Executive Finance Committee Chair / Date

APPENDIX C.1.

APRIL 2008

MEDICARE							
	APRIL 2007 COMPARE	APRIL 07 AVG. CENSUS	ACTUAL	AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	338	11	330	11	570	19	-240
REVENUE	\$133,911.08		\$148,732.08		\$236,550.00		-\$87,817.92
AVERAGE RATE PER DAY	\$396.19		\$450.70		\$415.00		\$35.70

PRIVATE							
	APRIL 2007 COMPARE	APRIL 07 AVG. CENSUS	ACTUAL	AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	600	20	664	22	600	20	64
REVENUE	117,900		\$129,480.00		\$117,000.00		\$12,480.00
AVERAGE RATE PER DAY	\$196.50		\$195.00		\$195.00		\$0.00

MEDICAID							
	APRIL 2007 COMPARE	MARCH 07 AVG. CENSUS	ACTUAL	AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	3,370	112	2,933	98	3,390	113	-457
REVENUE	500,167.79		\$442,619.03		\$503,143.80		-\$60,524.77
AVERAGE RATE PER DAY	\$148.42		\$150.91		\$148.42		\$2.49

HCBC (RESPITE)							
	APRIL 2007 COMPARE	APRIL 07 AVG. CENSUS	ACTUAL	AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	8	.3	4	.1	30	1	-26
REVENUE	1,205.76		\$641.28		\$4,521.60		-\$3,880.32
AVERAGE RATE PER DAY	\$150.72		\$160.32		\$150.72		\$9.60

MEDICARE B NET REVENUE							
	APRIL 2007 COMPARE		ACTUAL		BUDGETED		VARIANCE
	\$6,999.73		\$8,422.58		\$24,470.00		-\$16,047.42

Sullivan County Nursing Home Quarterly Resident Census

[illegible]

RESIDENT CENSUS - FY 07

[illegible]

Medicare Length of Stay Analysis
Sullivan County Health Care (SC)

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AR7400A

	<i>Apr 2008</i>	<i>Mar 2008</i>	<i>Feb 2008</i>	<i>Jan 2008</i>	<i>Dec 2007</i>	<i>Nov 2007</i>	<i>Oct 2007</i>	<i>Sep 2007</i>	<i>Aug 2007</i>	<i>Jul 2007</i>	<i>Jun 2007</i>	<i>May 2007</i>	<i>12 Mos.</i>	<i>Calendar YTD</i>
Total Admits & Readmits (All payer types)	11	13	10	15	11	16	17	10	12	6	7	13	141	49
MCR # Admits & Readmits	5	9	6	11	7	10	13	5	7	5	6	8	92	31
MCR # Discharges from facility	5	4	2	6	4	5	8	1	1	2	7	7	52	17
MCR Discharged LOS	34.2	24.3	37.5	21.5	31.8	11.4	24.1	18.0	1.0	25.0	37.9	29.7	26.7	27.8
MCR # End or A/R Change	5	2	4	8	5	4	3	3	4	3	1	8	50	19
MCR End or A/R Change LOS	77.2	56.5	55.5	76.5	69.8	45.0	100.0	63.3	35.5	90.0	14.0	61.3	65.4	70.2
Total Average MCR LOS	55.7	35.0	49.5	52.9	52.9	26.3	44.8	52.0	28.6	64.0	34.9	47.7	45.8	50.1
Total MCR Days	330	350	341	390	485	491	461	315	235	283	221	349	4251	1411
Rehab RUGs	265	324	276	278	400	425	384	243	131	211	168	324	3429	1143
% of Total MCR Days	80%	93%	81%	71%	83%	87%	83%	77%	56%	75%	76%	93%	81%	81%
Non-Rehab RUGs	65	26	65	112	83	66	77	72	104	72	53	25	820	268
% of Total MCR Days	20%	7%	19%	29%	17%	13%	17%	23%	44%	25%	24%	7%	19%	19%
Default Days														
% of Total MCR Days														
A ADL (low dependency)	101	92	64	74	99	77	152	112	117	50	21	56	1015	331
% of Total MCR Days	31%	26%	19%	19%	20%	16%	33%	36%	50%	18%	10%	16%	24%	23%
B ADL (medium dependency)	105	64	78	140	176	220	132	82	12	98	130	139	1376	387
% of Total MCR Days	32%	18%	23%	36%	36%	45%	29%	26%	5%	35%	59%	40%	32%	27%
C ADL (high dependency)	124	194	199	176	208	194	177	121	106	135	70	154	1858	693
% of Total MCR Days	38%	55%	58%	45%	43%	40%	38%	38%	45%	48%	32%	44%	44%	49%
Medicare Net Revenue	\$ 148,732	\$ 179,087	\$ 170,219	\$ 171,018	\$ 217,396	\$ 227,597	\$ 215,021	\$ 132,426	\$ 80,257	\$ 115,581	\$ 97,204	\$ 165,122	\$ 1,919,660	\$ 669,056

Note: This report includes only the selection criteria listed below.

Effective Date: From 04/01/2008 Thru 04/30/2008

Summary Admission / Discharge List

Sullivan County Health Care (SC)

Page 1 of 1

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RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Discharges</i>
HCB	Home	<u>1</u>	<u>1</u>
	<i>Subtotal</i>	<u>1</u>	<u>1</u>
MCD	Expired		4
	Home	1	
	Hospital	2	4
	Nursing Home	1	1
	<i>Subtotal</i>	<u>4</u>	<u>9</u>
MRA	Expired		1
	Home		3
	Hospital	5	1
	<i>Subtotal</i>	<u>5</u>	<u>5</u>
PVT	Home	1	1
	Hospital		1
	<i>Subtotal</i>	<u>1</u>	<u>2</u>
			/
	<i>Total</i>	<u>11</u>	<u>17</u>

APPENDIX C.5.

Note: This report includes only the selection criteria listed below.

Effective Date: From 04/01/2008 Thru 04/30/2008

Summary Admission / Discharge List Totals

Sullivan County Health Care (SC)

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RI6300C

<i>Total From/To</i>	<i>Admissions</i>	<i>Discharges</i>
Expired		5
Home	3	5
Hospital	7	6
Nursing Home	1	1
<i>Total</i>	<u>11</u>	<u>17</u>

Note: This report includes only the selection criteria listed below.

Effective Date: From 07/01/2007 Thru 04/30/2008

Summary Admission / Discharge List

Sullivan County Health Care (SC)

Page 1 of 1
5/16/2008 2:46PM
RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Discharges</i>
HCB	Home	3	3
	<i>Subtotal</i>	<u>3</u>	<u>3</u>
INS	Hospital	1	
	<i>Subtotal</i>	<u>1</u>	
MCD	Assisted Living	3	
	Expired		32
	Home	4	1
	Hospital	11	27
	Nursing Home	3	3
	<i>Subtotal</i>	<u>21</u>	<u>63</u>
MCP	Assisted Living	1	
	Expired		1
	Hospital	1	1
	<i>Subtotal</i>	<u>2</u>	<u>2</u>
MRA	Assisted Living	1	1
	Expired		6
	Home	3	21
	Hospital	73	10
	Nursing Home	1	1
	<i>Subtotal</i>	<u>78</u>	<u>39</u>
PVT	Assisted Living	4	2
	Expired		6
	Home	8	11
	Hospital	3	3
	Nursing Home	1	
	<i>Subtotal</i>	<u>16</u>	<u>22</u>
<i>Total</i>		<u><u>121</u></u>	<u><u>129</u></u>

APPENDIX C.7.

Note: This report includes only the selection criteria listed below.

Effective Date: From 07/01/2007 Thru 04/30/2008

Summary Admission / Discharge List Totals

Sullivan County Health Care (SC)

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RI6300C

<i>Total From/To</i>	<i>Admissions</i>	<i>Discharges</i>
Assisted Living	9	3
Expired		45
Home	18	36
Hospital	89	41
Nursing Home	5	4
<i>Total</i>	<u>121</u>	<u>129</u>



SULLIVAN COUNTY

Serving the communities of:

Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon,
Lempster, Newport, Plainfield, Springfield, Sunapee, Unity and Washington

Friday, May 16, 2008

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Re: Community Corrections Center / Jail Renovation Project
Update

Commissioners,

We are writing today to provide you with an update on the Community Corrections Center/Jail Renovation project. On February 15, 2008, the Commissioners unanimously supported a motion authorizing the Superintendent of the Department of Corrections and the Interim County Administrator to continue developing plans for the construction of a Community Corrections Center and significant infrastructure improvements at the existing correctional facility. It was our understanding the focus of our continued work on this project would be in the following areas: 1) educating and seeking support from the public, 2) educating and seeking support from the County Delegation and 3) further refinement of the time line and proposed cost estimates for both the construction and financing of the project. The following is a summary of our progress in these three areas:

1. Public Education/Support

Supt. Cunningham, John Gramuglia and Greg Chanis (individually and/or as a group) conducted the following presentations to educate the public regarding the CCC/Jail Upgrade project. Meeting dates and participants were as follows:

3/03/08	Judge Cardello
3/04/08	Judge Yazinski (Forum included 30 participants)
3/11/08	Criminal Justice Coordinating Committee - received full endorsement
3/13/08	Judge Arnold
4/08/08	Newport Revite Committee
4/09/08	Sullivan County Towns and City, Select Board and City Council members
4/28/08	Sullivan County Delegation
4/30/08	Town of Sunapee public meeting
5/06/08	Claremont Police Chief Scott (to plan presentation to Claremont City Council)
5/07/08	Main Street Claremont/Community Services Committee

All meetings and presentations were received in a positive manner. There were a few questions, which were addressed immediately. Handouts of the presentation were also posted in the Newport Public Library. We have received full endorsement and support from the judges and Criminal Justice Coordinating

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Committee members and have had terrific feedback from the community committees that we met with.


2. County Delegation Education/Support

On April 28, 2008, a meeting of the Sullivan County Delegation was held for the specific purpose of presenting the Community Corrections Center/Jail Renovation project proposal. The Delegation was given a detailed presentation, which included supporting comments by Newport District Court Judge Bruce Cardello, Sullivan County Attorney Marc Hathaway, and Sullivan County Sheriff Mike Prozzo. After hearing the presentation and asking many questions, the Delegation voted unanimously in favor of a motion, which supports the project in principle and encourages the County Commissioners to continue work on the project. We have included a copy of the draft minutes from meeting.

3. Project Timeline/Cost Estimate

Attached is an updated timeline for the project. It is based on the assumption that final approval for the project is obtained by July 2008. In addition, we have attached an updated cost estimate for both the upgrades to the existing facility and construction of a Community Corrections Center. We have included estimates for two (2) scenarios. The first would be a 44-bed facility and the second would be a 68-bed facility.

In closing, we feel the comprehensive assessment process Sullivan County has gone through during the past several years has clearly identified areas of deficiencies, particularly in regards to infrastructure and overcrowding. We believe the proposed plan addresses not only these deficiencies, but takes a progressive approach towards inmate treatment in the hopes of reducing recidivism. We feel strongly that this approach will be the most cost effective and efficient way for the Sullivan County Department of Corrections to operate in the future. We urge the Sullivan County Board of Commissioners to support this project.


Superintendent Ross Cunningham


Interim County Administrator Greg Chanis

Enc.

UPGRADES TO EXISTING CORRECTIONAL FACILITY		
Project Description	Estimated Cost	Source of Estimate
Roofing w/ insulation	200,000	2 Vendor quotes
HVAC system overhaul	480,000	WV Engineering Proposal
Buildings to house HVAC	60,000	In House Estimate
Heating system radiation & piping	240,000	WV Engineering Proposal
Proper venting of bathrooms	40,000	WV Engineering Proposal
Replacement of pneumatic controls	42,000	WV Engineering Proposal
Sprinkler system for building	190,000	2 Vendor quotes
Security system (elec. doors, new panels)	180,000	2 Vendor quotes
Recreation yards	20,000	2 Vendor quotes
Replace lighting in Unit 1	9,000	In House estimate
Total Estimated Cost for Upgrades	\$1,470,630	

Note: Bold items above are included in the Commissioners Proposed FY09 Budget

Estimated Construction Costs of Community Corrections Center @44 Beds		
New Building @ 11,000 gsf X \$200/sf	2,200,000	
Site Work Allowance	500,000	Site work includes extension of existing roads, new parking, utility connections (sewer, water, electric), storm water retention and discharge, signage and landscaping.
Contingency for Design, overhead and profit, insurance, and escalation. Total contingency factor = 1.47 compounded (1.47 X 2,700,000)	3,969,000	
Contingency for legal fees, survey testing, furniture, telephone, data and video/soft security equipment. Total contingency factor = 1.12 compounded. (1.12 X 3,969,000)	4,445,280	
Estimated Costs of Upgrades to existing correctional facility	1,470,630	
Total Estimated Project Cost @ 44 beds	5,915,910	

Estimated Construction Costs of Community Corrections Center @68 Beds		
New Building @ 14,500 gsf X \$200/sf	2,900,000	
Site Work Allowance	500,000	Site work includes extension of existing roads, new parking, utility connections (sewer, water, electric), storm water retention and discharge, signage and landscaping.
Contingency for Design, overhead and profit, insurance, and escalation. Total contingency factor = 1.47 compounded. (1.47 X 2,700,000)	4,998,000	
Contingency for legal fees, survey testing, furniture, telephone, data and video/soft security equipment. Total contingency factor = 1.12 compounded. (1.12 X 4,998,000)	5,597,760	
Estimated Costs of Upgrades to existing correctional facility	1,470,630	
Total Estimated Project Cost @ 68 beds	7,068,7390	

FY09/10 Budget for Community Corrections/Jail Staffing

Staffing Plan for FY09		
4 Corrections Officers to staff THU24/7	195,956	Commissioners only approved 1.5 FTE's in their FY)(Proposed Budget
Corporal – Booking Officer	56,177	
Part-time Corrections Officer for Jail	20,692	
Part-time Secretary for CCC	16,170	
Clinician	69,426	Commissioners funded half pending review in November
Total addition to salary & benefits	\$358,421	
Staffing Plan for FY10		
4.5 Corrections Officers	227,063	Positions not added in FY09 will be added to these numbers. 2.5 FTE's total
Clinician	69,426	
Total addition to salary & benefits	\$296,489	

APPENDIX D.5. AMORTIZATION SCHEDULE

443ED

Principal	Loan Date	Maturity	Loan No	Call / Coll	Account	Officer	Initials
\$5,900,000.00	07-30-2008	12-30-2019					
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "*****" has been omitted due to text length limitations.							

Borrower: Sullivan County

Lender: Lake Sunapee Bank, fsb
P.O. Box 29
9 Main Street
Newport, NH 03773

Disbursement Date: July 30, 2008
Interest Rate: 4.500

Repayment Schedule: Construction Permanent
Calculation Method:
Construction Phase: 365/365 U.S. Rule
Permanent Phase: 30 /360

Payment Number	Payment Date	Payment Amount	Interest Paid	Principal Paid	Remaining Balance
TOTALS:		0.00	0.00	0.00	
1	12-30-2009	188,395.89	188,395.89	0.00	5,900,000.00
2009 TOTALS:		188,395.89	188,395.89	0.00	
2	12-30-2010	745,635.05	265,500.00	480,135.05	5,419,864.95
2010 TOTALS:		745,635.05	265,500.00	480,135.05	
3	12-30-2011	745,635.05	243,893.92	501,741.13	4,918,123.82
2011 TOTALS:		745,635.05	243,893.92	501,741.13	
4	12-30-2012	745,635.05	221,315.57	524,319.48	4,393,804.34
2012 TOTALS:		745,635.05	221,315.57	524,319.48	
5	12-30-2013	745,635.05	197,721.20	547,913.85	3,845,890.49
2013 TOTALS:		745,635.05	197,721.20	547,913.85	
6	12-30-2014	745,635.05	173,065.07	572,569.98	3,273,320.51
2014 TOTALS:		745,635.05	173,065.07	572,569.98	
7	12-30-2015	745,635.05	147,299.42	598,335.63	2,674,984.88
2015 TOTALS:		745,635.05	147,299.42	598,335.63	
8	12-30-2016	745,635.05	120,374.32	625,260.73	2,049,724.15
2016 TOTALS:		745,635.05	120,374.32	625,260.73	
9	12-30-2017	745,635.05	92,237.59	653,397.46	1,396,326.69
2017 TOTALS:		745,635.05	92,237.59	653,397.46	
10	12-30-2018	745,635.05	62,834.70	682,800.35	713,526.34
2018 TOTALS:		745,635.05	62,834.70	682,800.35	
11	12-30-2019	745,635.03	32,108.69	713,526.34	0.00
2019 TOTALS:		745,635.03	32,108.69	713,526.34	
TOTALS:		7,644,746.37	1,744,746.37	5,900,000.00	

NOTICE: This is an estimated loan amortization schedule. Actual amounts may vary if payments are made on different dates or in different amounts.

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APPENDIX D.6. AMORTIZATION SCHEDULE

Principal	Loan Date	Maturity	Loan No	Call / Coll	Account	Officer	Initials
\$7,100,000.00	07-30-2008	12-30-2019					
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "****" has been omitted due to text length limitations.							

Borrower: Sullivan County

Lender: Lake Sunapee Bank, fsb
P.O. Box 29
9 Main Street
Newport, NH 03773

Disbursement Date: July 30, 2008
Interest Rate: 4.500

Repayment Schedule: Construction Permanent
Calculation Method:
Construction Phase: 365/365 U.S. Rule
Permanent Phase: 30 /360

Payment Number	Payment Date	Payment Amount	Interest Paid	Principal Paid	Remaining Balance
TOTALS:		0.00	0.00	0.00	
1	12-30-2009	226,713.70	226,713.70	0.00	7,100,000.00
2009 TOTALS:		226,713.70	226,713.70	0.00	
2	12-30-2010	897,289.64	319,500.00	577,789.64	6,522,210.36
2010 TOTALS:		897,289.64	319,500.00	577,789.64	
3	12-30-2011	897,289.64	293,499.47	603,790.17	5,918,420.19
2011 TOTALS:		897,289.64	293,499.47	603,790.17	
4	12-30-2012	897,289.64	266,328.91	630,960.73	5,287,459.46
2012 TOTALS:		897,289.64	266,328.91	630,960.73	
5	12-30-2013	897,289.64	237,935.68	659,353.96	4,628,105.50
2013 TOTALS:		897,289.64	237,935.68	659,353.96	
6	12-30-2014	897,289.64	208,264.75	689,024.89	3,939,080.61
2014 TOTALS:		897,289.64	208,264.75	689,024.89	
7	12-30-2015	897,289.64	177,258.63	720,031.01	3,219,049.60
2015 TOTALS:		897,289.64	177,258.63	720,031.01	
8	12-30-2016	897,289.64	144,857.23	752,432.41	2,466,617.19
2016 TOTALS:		897,289.64	144,857.23	752,432.41	
9	12-30-2017	897,289.64	110,997.77	786,291.87	1,680,325.32
2017 TOTALS:		897,289.64	110,997.77	786,291.87	
10	12-30-2018	897,289.64	75,614.64	821,675.00	858,650.32
2018 TOTALS:		897,289.64	75,614.64	821,675.00	
11	12-30-2019	897,289.58	38,639.26	858,650.32	0.00
2019 TOTALS:		897,289.58	38,639.26	858,650.32	
TOTALS:		9,199,610.04	2,099,610.04	7,100,000.00	

NOTICE: This is an estimated loan amortization schedule. Actual amounts may vary if payments are made on different dates or in different amounts.

	June 08	July 08	Aug 08	Sept 08	Oct 08	Nov 08	Dec 08	Jan 09	Feb 09	Mar 09	Apr 09	May 09	June 09	July 09	Aug 09	Sep 09	Oct 09	Nov 09	Dec 09	Jan 10	Feb 10	March	April 10	May 09	June 10
Project Approval by delegation																									
FY 09 Operating Budget Approved																									
Phase 1 (FY09) Staffing Incease																									
Financing arranged for project																									
Security/Rec. Yard upgrade																									
HVAC/Roof Upgrade to existing jail																									
RFP for Design/Build Services																									
Design work on project																									
Site work/Construction Process																									
First Bond/Loan Payment due (FY10)																									
Phase 2 (FY10) Staffing increase																									
Community Corrections Center Opens																									

DRAFT

Type of Meeting:

Date / Time:

Place:

Sullivan County NH

Sullivan County Full Delegation

April 28, 2008 / 9:00 am

Newport County Complex

Participants:

Representatives: Peter Franklin (Chair), Ray Gagnon (Vice-Chair) Ellen Nielsen (Clerk), John Cloutier, Larry Converse, Brenda Ferland, Sue Gottling, Matthew Houde, Arthur Jillette, and Carla Skinder

County Commissioners: Ethel Jarvis; Ben Nelson

Other Elected Officials and County Employees: Michael Prozzo, County Sheriff; Marc Hathaway, County Attorney; Bruce Cardello, District Court Judge; Greg Chanis, Interim County Manager; Ross Cunningham, Corrections Supervisor; John Gramuglia, Director of Treatment Program

Public Participant: Tom Connair

Press: Aaron Aldridge from the *Eagle-Times*

The meeting was called to order by the chair, Rep. Franklin, at 10:05 am.

Agenda Review:

The order of the agenda was changed in order that Judge Cardello might address the delegation before the Newport District Court session began, and that the Department of Corrections presentation might follow directly after Judge Cardello.

Judge Cardello's Remarks:

Newport District Court Judge Bruce Cardello spoke in support of the Corrections Department proposal to create a new treatment program facility and upgrade the existing county jail facility. He pointed out that a residential treatment program will reduce recidivism and will eventually reduce the jail population because a large proportion of the inmates go to jail or return to jail because of substance abuse or mental health issues. He said that we cannot afford to build a new jail, nor can we afford to do nothing. Judge Cardello believes the proposed program makes sense on both a financial and a human level.

Department of Corrections Presentation:

Mr. Cunningham, Mr. Gramuglia, Mr. Chanis, Sheriff Prozzo and Attorney Hathaway participated in a detailed presentation which lasted more than an hour. Members of the delegation were provided with several handouts and will be emailed copies of the Power Point presentation outline. Since all of the detailed information already is available to the delegation and the public in printed and electronic form, the presentation will be summarized briefly in these minutes:

For years, the Sullivan County Department of Corrections has been faced with trying to house increasing numbers of inmates in an aging, inadequate and unsafe county jail facility. One option the county commissioners have been exploring for several years is building a new jail at a cost of between 30 million and 45 million dollars. Another option is to continue using the existing jail, and possibly to make some repairs to the physical plant which would address some of the safety issues, but not the overcrowding. Now the Department of Corrections is proposing a third option, which combines repairs to the old jail with building an new 68-bed facility which will be used as a transitional housing unit and a treatment center which will house a 90 day substance abuse treatment program. The cost of the repairs and new construction will be about 7 million dollars. In addition, some new staff will be hired to operate the treatment program. The treatment and community re-entry services will be available to both male and female inmates. Because 80% to 90% of people sentenced to the county jail have substance abuse issues, and because many of them are back in jail due to violations of probation, etc. and appear to be caught up in a cycle of crime and recidivism, it seems likely that an effective treatment/rehabilitation program will reduce the number of inmates, reduce the crime rate and save the

taxpayers' money in the long run. This proposal is the product of a year of work by a committee which includes one member of the delegation, Rep. Gagnon.

The delegation's response to the corrections proposal was generally positive. Rep. Skinder pointed out that if we do not at least repair the existing facility, the county could be vulnerable to a large lawsuit because there is no sprinkler system and no way to release prisoners rapidly in the event of a fire. There were questions about how much the project will cost and how it will be financed. The corrections staff and Mr. Chanis explained that they think it will be cheaper to ask for bids on designing and building the new facility rather than hiring an architect and then putting the building project out to bid, and that, given the present low interest rates, borrowing the money rather than issuing bonds might be a less expensive way to finance the project. Several representatives wanted to know what the Department of Corrections and the commissioners needed from the delegation at this time. Mr. Cunningham said that at this point the corrections committee was asking for the delegation's reaction and for approval to continue with planning, and was not asking for a final commitment to borrow money for construction. Although some money may be spent during the planning process, the project, if approved, would not be part of the fiscal 2008-2009 budget. Rep. Franklin said that he feels the delegation could not approve such a project without much more information about the details—for example, will the new facility have a basement? Mr. Cunningham said that timing is everything and that the delegation's approval of the concept is needed so that the planning can continue. Rep. Nielsen said that the county appears to have three choices: to build a new jail at a cost of up to 40 million dollars, to encourage the corrections committee and the commissioners to continue working on the proposed project, or to do nothing. (At this point, Rep. Franklin had to leave, and Rep. Gagnon took over as acting chair.)

After more discussion, Rep. Ferland offered a motion, seconded by Rep. Skinder:

That the commissioners continue with the plans for the new treatment facility and upgrades to the House of Corrections.

After some questions about whether or not this motion would lock the delegation into a financial commitment for the 2008 budget, and after hearing from Mr. Cunningham about several presentations to the community, all of which received favorable receptions, Rep. Houde offered a friendly amendment to the motion, seconded by Rep. Skinder:

That the delegation supports the concept of the project and the work done on the proposal to date and encourages further outreach to the community, recognizing that no financial commitment or final decision is made by this vote.

A roll call vote was requested by several representatives. The motion passed with a vote of 9-0, with representatives voting as follows: YES—Cloutier, Converse, Ferland, Gagnon, Gottling, Houde, Jillette, Nielsen and Skinder. NO—none

Public Participation:

Tom Connair, the attorney who represented the city of Claremont in the Claremont lawsuit regarding public school funding, had requested to participate in the meeting. Mr. Connair warned the delegation that the proposal to amend the NH Constitution, which is currently being considered by the Democratic leadership of the House and Senate, could have the effect of taking the fundamental right to an education out of the constitution. He pointed out that previous efforts to allow targeted aid (such as the Augenblick formula) did not work because the legislature simply did not appropriate sufficient funding. Mr. Connair warned that if the state is not required to fund adequacy for every town, the end result may be that it will not fund adequacy for any town, since there is always a fiscal emergency. He urged Sullivan County representatives to be skeptical of any constitutional amendment, because even if it seems to promise increased funding for their districts in the short run, in the long run, local taxpayers might pay a greater share of the cost of education. Mr. Connair handed out a newspaper op-ed article explaining his ideas in more detail.

(At this point, Rep. Houde had to leave, and only eight representatives remained.)

Minutes of October 29, 2007 and December 10, 2007:

Copies of minutes for the delegation meetings of October 29, 2007 and December 10, 2007 were made available. The auditors had requested several corrections of the minutes for October 29, and after these corrections were made, *Rep. Converse moved that the amended minutes be approved and Rep. Gottling seconded the motion. The minutes of October 29, 2007 were approved by a unanimous voice vote.* Rep. Ferland and Rep. Skinder had not been present at the meeting of December 10, 2007 and were not able to participate in a vote approving those minutes. Since there was not a quorum, the minutes of December 10, 2007 could not be approved. These minutes will be reviewed at the next delegation meeting.

Old Business:

Rep. Ferland said that she would be sending out a schedule for the Executive Finance Committee meetings. Rep. Nielsen, the delegation clerk, said that several representatives had requested that she attend all EFC meetings and take minutes which would be made available to all members of the delegation. However, the EFC meetings have been scheduled for Mondays and Fridays, and Rep. Nielsen usually works on those days as a substitute teacher. After some discussion, Rep. Ferland agreed that she or another member of the EFC could take brief minutes which recorded the decisions made during the meetings and post these minutes on the county website.

In a related issue concerning the clerk's duties, Rep. Cloutier said that he and Rep. Converse has sponsored a bill which would have allowed either the chair or the clerk or their designees to give notice of a delegation meeting. (Current law requires that the clerk do this. In practice, what normally happens is that the chair asks the clerk to arrange the meeting, and the clerk communicates with staff in the commissioners' office.) The ED&A committee amended the bill to say that the clerk or the clerk's designee should give notice of a delegation meeting.

New Business:

There was no pressing new business. The next steps will be for the EFC to work with the commissioners on the fiscal 2008-2009 county budget, and to report on their decisions to the rest of the delegation.

Rep. Ferland moved that the meeting be adjourned, and her motion was seconded by Rep. Cloutier. The motion carried with a unanimous voice vote.

The meeting was adjourned by the acting chair, Rep. Gagnon, at 11:45 am.

Respectfully submitted,

Ellen Nielsen, Clerk